

Nominations for the National Association for the Advancement of Colored People (NAACP) Roy Wilkins Renown Service Award

1. The 2010 NAACP Roy Wilkins Renown Service Award honors military members and Department of Defense (DoD) civilian employees, men and women, who supported overseas contingency operations and demonstrated role model qualities and the core values of their respective Military Service. The period of performance for this award is from July 2008 through June 2010. Nominees are expected to attend recognition events during the month of July 2010, with the concurrence of their command and consistent with mission requirements. The recipient's unit is responsible for paying related per diem and travel costs. The date and location for the award presentation ceremony will be announced at a later time.

2. The Military Equal Opportunity, Diversity and the Civilian Equal Employment Opportunity offices of the Army, Navy, Marine Corps, Air Force, National Guard Bureau, Coast Guard, and Defense Agencies are asked to screen Service nomination packages, select the winning package based upon the criteria, and send it forward. Send an electronic copy of the complete nomination package to Mr. Jimmy Love, Office of Diversity Management and Equal Opportunity, e-mail address, James.Love@osd.mil **no later than June 1, 2010**. The winning Service nomination package should include the following items:

- a. Cover or transmittal memorandum. This may be a scanned or pdf document.
- b. Award Nomination Transmittal Form (see copy of form with this memorandum).
- c. A single-spaced narrative describing the nominee's accomplishments warranting this recognition as a Microsoft Word document not to exceed one page. Please do not send a scanned or pdf document.
- d. An award citation highlighting the nominee's accomplishments as a Microsoft Word document (single-spaced, not to exceed twelve lines of text, 12-pitch font, with 1 inch left and right margins). Please do not send a scanned or pdf document.
- e. A single-spaced biography of the nominee as a Microsoft Word document not to exceed one page. Please do not send a scanned or pdf document.
- f. A digital (.jpg format) head and shoulder color or black-and-white photograph of the nominee.

3. There may be a total of eight awards presented; one each to a person, military or DoD civilian, from each of the Military Services, Army Guard, Air Guard, Coast Guard, and the Fourth Estate.

- a. Nominations of military personnel (to include personnel assigned to a Defense Agency, Defense Field Activity or Combatant Command) must be forwarded through the Military Equal Opportunity or Diversity office of the respective Military Service headquarters.
 - b. Nominations of civilians employed by the Military Departments must be forwarded through their respective Civilian Equal Employment Opportunity headquarters office. Nominations of civilians employed by a Defense Agency, Defense Field Activity or Combatant Command must be forwarded to the responsible Action Officer (identified in paragraph two) in the Office of Diversity Management and Equal Opportunity (ODMEO) for screening and selection of a Fourth Estate recipient.
4. The NAACP Roy Wilkins Renown Service Award is awarded to a military member or DoD civilian employee based on the following criteria:
- a. The nominee distinguished himself or herself by making a significant contribution to his/her country in the area of civil/human rights, race relations, equal opportunity, affirmative action, human resources, and/or public service.
 - b. The nominee enthusiastically supported the civil rights movement.
 - c. The nominee supported the full integration and promotion of all DoD personnel to include minorities and women within the Armed Forces.
 - d. The nominee fostered support and understanding of the Armed Forces among and between minority and non-minority members of the military and civilian population of the nation.
 - e. The nominee fostered innovative and creative involvement within a community (civilian or military) that resulted in positive action on behalf of the residents.
 - f. The nominee fostered better understanding between the races/ethnic groups both in the Armed Forces and the private sector.
 - g. The nominee is committed, involved and dedicated to the civil rights movement in the Federal sector.
 - h. The nominee, by his or her actions, made personal sacrifices resulting in significant contributions to civil/human rights.
 - i. The nominee displayed the outstanding qualities of a leader.

- j. The nominee believed in and practiced the tenets of a democratic society, including the U.S. Constitution—the belief that all people are created equal, and that freedom is a right that must be protected at all times.